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FPM LET. 630-2(1)

UNITED STATES CIVIL SERVICE COMMISSION

FEDERAL PERSONNEL MANUAL SYSTEM

LETTER

Washington 25, D. C.
January 17, 1961

FPM LETTER NO. 630-2

SUBJECT: LEAVE OF ABSENCE - HOME LEAVE FOR OVERSEAS EMPLOYEES.

Heads of Departments and Independent Establishments:

The President has recently delegated to the Commission the authority to issue regulations to implement the home leave provisions of Title IV of the Overseas Differentials and Allowances Act (Public Law 86-707), approved September 6, 1960. Title IV amended paragraph 203(f) of the 1951 Leave Act to extend home leave benefits to additional groups of employees serving abroad.

a. This advance distribution of the Commission's regulations is being made prior to issuance in the Federal Personnel Manual to aid agencies in developing the necessary internal instructional material in this leave area. These regulations (attached) supersede the regulations in Subpart F, Part 30, FPM, and provide:

a. A maximum of 15 days' home leave each year may be earned by employees recruited for worldwide service overseas. All other employees serving abroad will earn 15, 10, or 5 days' home leave each year depending on the amount of foreign or territorial differential payable at the post of assignment, but the earning of such leave is not dependent upon a particular individual's entitlement to payment of a differential. No employee will earn less than 5 days' home leave each year.

b. The grant of home leave is permissive with the agency. However, home leave may not be granted under the law or regulations to any employee until he has completed 24

INQUIRIES: Regional Office, or Program Systems and Instructions Division, Dudley 6-3242 (code 120, extension 3242).

CSC CODE: 630 - Absence and leave

DISTRIBUTION: Limited

Note: App. J contains original support charts

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months of service abroad. For employees who become entitled to home leave for the first time under the provisions of this Act, the 24-month period begins with the effective date of the Act.

- Home leave must be granted during a period of service abroad, or within a reasonable period after return from overseas on assignment, and then only if it is contemplated that the employee will return overseas.
- The law requires that home leave shall not be the basis for terminal leave or a lump sum leave payment. To carry out the intent of these statutory restrictions, the regulations require refunds of home leave, with a few exceptions, whenever an employee has been granted home leave and then does not return to an overseas assignment.
- Those employees in foreign-affairs agencies previously entitled to earn home leave under the laws granting such benefits have those leave benefits protected by a specific provision in the new regulations.
- The effective date of the regulations is the same as that for the law, that is, the first day of the first pay period after September 6, 1960.

Warren B. Irons
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Executive Director

Attachment